



# Product overview

Back office, financials

## Safe financials

### Functionality

A natural and fully integrated extension of the credit control module. This provides all accounting related functionality including ledgers, cash management, fixed assets, purchase order processing and management reporting modules.

- multiple legal entities including consolidation
- unlimited multi currency and three base currencies
- intercompany nominal analysis, journals and cash book postings
- trading partners defined as customers and suppliers form the basis of the sales and purchase ledgers
- document archiving and distribution by email/fax/post, including welcome letters, chase letters, invoices, timesheets, remittances and statements
- cross ledger drill down and automated updates
- definable period controls across all ledgers with advanced, rapid period and year ends
- user definable transaction types across all ledgers
- sales invoicing with template definitions for recurring invoices
- extensive cash management functionality including
  - spreadsheet imports
  - auto allocation on promised payments
  - allocations across company hierarchies
  - auto allocation from optical character recognition (OCR) of remittances, which is an additional module
  - advanced de-allocation functions are also available
- direct debit management



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- customer, company, and group based trading figures including
  - balances
  - cash receipts
  - allocations
  - aged debt
  - debtor days (DSO)
  - turnover
  - queried transactions
  - overdue balances
- additional user definable analysis for reporting of all data, for example branch, business sector, credit controller, region, team
- definable aged debtor buckets and alerts
- automated payment runs by bank account credit (BACs) or cheque with value based authorisation
- Purchase requisitions and order processing with
  - product details
    - price
    - nominal analysis
  - budget controls
  - authorisation
  - receipting (GRN) or invoice reconciliation
- integrated purchase register with invoice scanning and optical character recognition (OCR) options available.
- electronic authorisation via email, kiosk or web portal of
  - purchase payment runs
  - purchase orders
  - purchase invoices



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- nominal journals
  - multiple cash books for
    - bank
    - credit cards and
    - petty cash with automated bank reconciliation
    - standing orders
    - direct debits,
    - cash flow forecasting
  - nominal journal templates including spreadsheet import and export and automated reversals
  - accruals, prepayments, provisions and dispersals supported
  - highly flexible user definable nominal coding structure with four elements and unlimited levels of additional transactional analysis
  - unlimited budgets generated from spreadsheets, actual or other budgets with specialised component based budget features
  - project accounting with budgeting and analysis of income and expenditure
  - commitment accounting enables a simple, effective way of managing purchase commitments against budgets and actual expenditure
  - automated VAT returns with reconciliation
  - fixed asset register is a fully integrated module for
    - complete asset accounting
    - asset management
    - effective control
    - analysis
    - management of all fixed assets from capitalisation to retirement
- super fast management reporting via an excel interface or via the web, based on Microsoft analysis services with slice and dice options